

	JUSTICE CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES	REFERENCES: 505 KAR 1:140 3-JDF-3A-19, 20, 21
CHAPTER: Detention Services		AUTHORITY: KRS 15A.065
SUBJECT: Searches		
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APPROVAL: Bridget Skaggs Brown		, COMMISSIONER

I. POLICY

The Department shall ensure the safety of the youth and the environment within a program by utilizing searches of youth and the facility.

II. APPLICABILITY

This policy shall apply to all state-operated detention centers.

III. DEFINITIONS

- A. "Cavity Search" means a manual or instrument inspection of a person's anal, vaginal or other body cavity by trained medical personnel.
- B. "Frisk" means a pat-down search which includes the removal and inspection of shoes, jackets, sweaters, gloves and hats and inspection of the contents of all pockets.
- C. "Reasonable Suspicion" means a less stringent standard than probable cause requiring the authority acting to be able to point to specific and articulable facts that, taken together with rational inferences from those facts, reasonably warrant a belief that an individual may be in possession of contraband.
- D. "Strip Search" means a search of an individual's naked body for weapons and contraband.

IV. PROCEDURES

- A. In DJJ Regional Juvenile Detention Centers the facility and grounds, youth in accordance with the provisions of this policy, their rooms and personal belongings may be searched at any time. Searches shall be done in a methodical and organized manner and with respect to the personal belongings of the youth and staff. When possible, two staff shall conduct the search.

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- B. All youth being admitted shall be screened with a metal detector. In addition, a metal detector may be used when a youth returns from an out of the building status, and spontaneously throughout the day.
- C. There are three types of personal searches authorized by the Department – Frisk Search, Strip Search and Cavity Searches. The Superintendent shall ensure that only staff that have been trained in the authorized search techniques perform searches.
 - 1. **Cavity Searches** may only be conducted by medical personnel. In accordance with DJJPP 408.1, if this type search needs to be performed, it shall be done by qualified, outside providers and not by DJJ medical personnel. Cavity Search may be conducted on a youth who is under reasonable suspicion of having drugs or weapons. Cavity Search of a youth shall be approved in advance by the Superintendent.
 - 2. **Strip Searches** shall be utilized prior to admission into the general population of the detention facility when there is reasonable suspicion that the youth is in possession of contraband or at any time there is a reasonable suspicion that a youth possesses contraband. Strip Searches shall be conducted in a private area by two same sex staff and shall be performed with consideration for the youth’s dignity and feelings. When a strip search is performed, clothing and shoes worn by the youth shall also be searched. Strip Search of a youth shall be approved in advance by the Superintendent, or by the Assistant Superintendent in the absence of the Superintendent.
 - 3. **Frisk Searches** shall be utilized during admission, upon return from temporary release, whenever a youth is suspected or rumored to have contraband, and spontaneously throughout the day. The Shift Supervisor shall approve Frisk Searches.
- D. All searches shall be documented in the facility log.
- E. An incident report shall be filed in compliance with DJJPP 715 in all instances of cavity and strip search and in all instances of frisk search where contraband is located. Documentation shall include but not be limited to:
 - 1. The full name of the youth;
 - 3. Detailed and specific information regarding reasonable suspicion;
 - 4. Date/time, of the Superintendent’s approval for conduct of the search;
 - 5. Date, time, and place of the search including the year and a.m./p.m.;

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6. The names, current positions, and signature of the staff conducting the search; and
 7. Results of the search.
- F. Copy of incident reports documenting cavity and strip search shall be forwarded to the Regional Facilities Administrator by the next working day following occurrence.
- G. Search of Visitors:
1. Visitors shall be required to be scanned with a metal detector.
 2. If reasonable suspicion exists that a visitor is in possession of weapons or contraband, the person may be asked to submit to a frisk search, or be denied entry.
 3. Search of visitors, denied access, or referral to law enforcement shall be documented in accordance with facility Standard Operating Procedures.

V. MONITORING MECHANISM

The Superintendent and Regional Facilities Administrator shall monitor compliance with this policy. The Division of Program Services shall conduct, at minimum, annual program audits.